

Scottish Church College

Kolkata – 700 006

06th March, 2023

No : VP/2023/03/011

NOTICE

1. Students who are participating in any extra-curricular event at Scottish Church College or at any other College and are missing their classes for the same must submit a written application in the prescribed format (mentioned below) to the concerned HoD well in advance of the event.
2. All such participations are subject to approval of the Principal.
3. Attendance will be considered strictly against such approval.
4. The participant must fill up the prescribed form available at Principal's Office and submit the same at Vice Principal's Office after proper approval.
5. A student's representation in any single event can be for 2 days only in a Semester.
6. A student's participation in such events shall not exceed 5 days in a Semester.

Supratim Das

Dr. Supratim Das

6/3/2023

Vice Principal

Vice-Principal

Scottish Church College

Kolkata 700 006



NB : The above guidelines will not include NSS activities, Sports & College Choir practice.

Students' Activity Clubs
Participation form for the event

Name	Sem	Department	Roll No.	No. of events attended so far

Name of the event (with details): (venue of the event, date/dates)

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Signatures with date :

HoD → Activity Club Coordinator → Principal

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Participation form for the event

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Name of the event (with details): (venue of the event, date/dates)

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Signatures with date :

HoD → Activity Club Coordinator → Principal